



**Tony Evers, Governor**  
**Dawn Crim, Secretary**

April 8, 2022

Kim Hopfinger, Clerk/Treasurer  
Village of Hustisford  
201 South Lake Street  
Hustisford, WI 53034  
[khopfinger@hustisford.com](mailto:khopfinger@hustisford.com)

**VIA EMAIL**

Re: Village of Hustisford Jurisdiction Request for Uniform Dwelling Code (UDC) and Camping Units Permitting and Inspecting

Dear Kim Hopfinger,

The Department has reviewed your most recent ordinance and I am pleased to inform you that your municipality has met all the requirements under the provisions of Wisconsin Administrative Code §§ SPS 320.06(1) and SPS 327.06(1) to exercise jurisdiction over construction and inspection of new one- and two-family dwellings and camping units.

Pursuant to Wis. Stat. §§ 101.65(1) (a) and (2m), § 101.651(2m), and §101.63(1), the Department delegates your municipality the primary responsibility to perform permitting and inspecting for all installations under Wis. Admin. Code §§ SPS 320.08(1) and SPS 327.09(1) to be constructed within the limits of your municipality.

As a condition of the delegation, you are required to comply with the following:

- Provide the Department with a certified copy of all adopted ordinances and subsequent amendments within 30 days of adoption by the municipality, and
- Maintain an approved method of enforcement as identified in Wis. Admin. Code § 320.06(1)(b).
- File a copy of each Uniform Dwelling Code permit to the Department, in accordance with Wis. Stat. § 101.65(4).

Please note that § 140-2(D) of your ordinance specifies that permits will expire if work doesn't commence within 6 months. Per [Wis. Admin. Code SPS 316.012\(3\)\(b\)](#), electrical permits shall expire if work doesn't commence within 12 months, and per [Wis. Admin. Code SPS 320.09\(9\)\(a\)5](#), UDC permits expire if the exterior isn't completed within 24 months.

If your municipality decides to relinquish jurisdiction, please follow the provisions of Wis. Admin. Code § SPS 320.06(1)(c)3 by providing the Department with a 30-day notice prior to the day upon which your municipality intends to relinquish jurisdiction.

I understand that General Engineering Company will be the method of enforcement and has the proper certification to do so.

Our UDC consultant for your area, Jack Wotruba, at (920) 360-0020, is available to assist in any questions or concerns your municipality may have with implementing UDC or camping unit permitting and inspecting services.

The Division of Industry Services looks forward to working with you.

Sincerely,

Garry D. Krause, Bureau Director, Technical Services Bureau